

BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 216

Public Works Summary Minutes

Work Session was held between the County Commissioners and Public Works on Wednesday, December 7, 2011, at 9:00 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Angie Homola, Chair
Helen Price Johnson, Member
Kelly Emerson, Member (via teleconference from Camano)

Staff: Pam Dill

Staff Present: Bill Oakes, Director, Steve Marx, Connie Bower, Dave Bonvouloir

Others Present: Elaine Marlow, Budget Director, Jeff Lauderdale

Record Part 1 @00:10

Solid Waste

Subject/Description: CRP Initiation for Boon Road

Attachment: Memorandum & Draft CRP Initiation

Action Requested: Approval of project to provide for improvements to Boon Road between SR 20 and Fort Nugent Road; Total Appropriation: \$3,500,000.00.

Follow Up: Okay with Board to move forward to a Monday meeting.

Subject/Description: CRP Initiation for Terry's Corner Phase IV

Attachment: Memorandum & Draft CRP Initiation

Action Requested: Approval of project to provide for improvements to North Camano Drive between SR 532 and Sunrise Blvd; Total Appropriation: \$1,094,000.00.

Follow Up: Okay with Board to move forward to a Monday meeting.

Subject/Description: Consultant Contract – Pertee Engineering, Inc.: Terry’s Corner
Phase IV

Attachment: Memorandum & Standard Consultant Agreement: PW-1120119

Action Requested: Approval of agreement with Perteet, Inc. for full design and updating environmental permits for Terry's Corner Phase 4; Maximum Payable Amount: \$186,620.03.

Follow Up: Okay with Board to move forward to a Monday meeting.

Subject/Description: Navy Fuel Pipeline Easement

Attachment: Memorandum

Action Requested: NAS Whidbey has requested an easement from the County to install a new fuel pipeline under Crescent Harbor Road and Torpedo Road to transport fuel received from the docks at the Seaplane Base to the Flight Deck at Ault Field.

Follow Up: The County is working with the Navy on indemnification and hold harmless language and will keep the Board appraised.

Subject/Description: Puget Sound Energy Right of Entry Requests for Parcels R13231-314-2430 & R132341-400-2200

Attachment: Memorandum and Right of Entry Permits (2) & Letter from PSE

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 217
DECEMBER 7, 2011 – WORK SESSIONS**

Action Requested: Approval of right of entry permits for two parcels located along Kettles Trail South of Libbey Road.

Follow Up: Okay with Board to move forward to a Monday meeting.

Solid Waste

Subject/Description: Proposed Bad Debt Write-off

Attachment: Solid Waste Uncollectible Write-off summary

Action Requested: Solid Waste Uncollectible Write-off Approval 2011; Total uncollected: \$3,648.33.

Follow Up: Okay with Board to write off bad debt.

Public Works

Subject/Description: Clean Water Utility - DOR Call on B & O tax

Attachment: none

Action Requested: Bill Oakes reported that the Department of Revenue (DOR) has determined that the structure of the County's Clean Water Utility makes the revenue subject to B & O taxes of 1.8% rather than the 1.1% public utility tax; a cost to the County of roughly \$32,000.00.

The Board requested that Bill clarify with DOR whether the County can pay the public utility tax of 1.1% on the capital portion and the B & O tax of 1.8% on the services portion and what level of auditing they will require.

**Human Resources
Summary Minutes**

Work Session was held between the County Commissioners and Human Resources on Wednesday, December 7, 2011 at 10:00 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Angie Homola, Chair

Staff: Pam Dill

Helen Price Johnson, Member

Kelly Emerson, Member (via teleconference from Camano)

Staff Present: Melanie Bacon, Human Resource Director

Others Present: Elaine Marlow, Budget Director, Sheilah Crider

Record Part 1 @ 55:05

Subject/Description: PAA's

Attachment: yes

Action Requested:

District Court

- Probation Officer, .88 FTE (replacement position) - Okay with Board if capacity exists in budget.

Auditor

- Part-time Multi-County Accessibility Voting Coordinator (for 2012 only) – Auditors of Skagit, San Juan, Whatcom and Island County will apply for HAVA grant funds to fund

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 218
DECEMBER 7, 2011 – WORK SESSIONS**

the position to increase services to disabled voters in the various counties. Island County would house the coordinator in the Elections Office. – Okay with Board to move forward with applying for the grant.

Subject/Description: Animals in the workplace

Attachment: ICC 1.24.040 & RCW 70.84.020/021

Discussion: Commissioner Homola brought forward the idea of a “pets welcome” policy. She felt that it might help boost morale among staff. The current policy does not have a mechanism to allow for pets, other than service or guide dogs.

Follow up: The Board agreed to leave the policy as is.

**Planning & Community Development
Summary Minutes**

Work Session was held between the County Commissioners and the Planning Department on Wednesday, December 7, 2011 at 10:45 a.m., in the Island County Annex Building, Commissioners’ Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Angie Homola, Chair	Staff: Pam Dill
Helen Price Johnson, Member	
Kelly Emerson, Member (via teleconference from Camano)	

Staff Present: Andy Griffin, Building Official, Paula Bradshaw

Others Present: Elaine Marlow, Budget Director, Bill Oakes, Jeff Lauderdale, Wayne Crider, Marianne Edain

Record Part 1 @01:37:05

Subject/Description: 2012 proposed building fee schedule

Attachment: yes

Action Requested: The Board agreed to move forward with adjusting the Building Permit Valuation schedule as proposed in “Option A”, incorporating changes to the Plumbing and Mechanical fees and setting the fee for Solar Panels at Fair Market Value of the racking system.

The building valuation, for purposes of determining permit fees, will be taken from the building valuation data published by the International Code Council in February or August (*TBD after working with Budget Director*) of each year. Values will go into effect the first of the following year.

Follow up: Okay with a majority of the Board to move forward with scheduling public meeting on the regular agenda for December 12, 2011.

Subject/Description: 2012 proposed land use fee schedule

Attachment: yes

Action Requested: Bill Oakes requested the addition of recording fees to the cost of the various franchise fees.

Follow up: The Board approved the addition of franchise recording fees and tabled the remainder of the fee schedule discussion to the December 14, 2011 work session.

Subject/Description: Continued review of the 2012 Work Program

Attachment:

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 219
DECEMBER 7, 2011 – WORK SESSIONS**

Action Requested: Tabled to 12/21/11 work session.

Subject/Description: Voluntary Stewardship for Agriculture and Critical Areas

Attachment: none

Action Requested: Tabled to 12/21/11 work session.

**Health Department
Summary Minutes**

Work Session was held between the County Commissioners and the Health Department on Wednesday, December 7, 2011, at 1:05 p.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Angie Homola, Chair **Staff:** Pam Dill
 Helen Price Johnson, Member
 Kelly Emerson, Member (via teleconference from Camano)

Staff Present: Keith Higman, Director, Kerry Graves, Jill Wood

Others Present: Elaine Marlow, Budget Director

Record Part 2@00:10

Administration

Subject/Description: National Accreditation

Attachment: none

Information: Keith Higman described the process for national public health department accreditation. National accreditation is defined as a process to measure health department performance against a set of standards and reward or recognition for those health departments that meet those standards.

Add-on

Subject/Description: 2012-2014 Consolidated Contract – Department of Health

Attachment: Yes

Action Requested: Approval of Contract No. C16886; Consolidated Contract-Department of Health; Term of Contract: 1/1/12-12/31/14; Contract Amount: \$603,503.00.

Follow up: Okay with Commissioner Homola and Commissioner Price Johnson to move forward for signature.

Environmental Health

Subject/Description: Contract #G1200231 – Department of Ecology/Coordinated Prevention Grant

Attachment: Yes

Action Requested: Approval of contract to continue Solid Waste enforcement efforts and review of Solid Waste handling facilities; Terms of Contract: 1/1/12-6/30/13; Contract Amount: \$138,885.33.

Follow up: Okay with Board to move forward for signature.

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 220
DECEMBER 7, 2011 – WORK SESSIONS**

Add-on

Subject/Description: Department of Ecology – Maxwelton Bacteria Source Identification

Attachment: draft contract

Action Requested: Approval of Funding Agreement between DOE and Island County Public Health for Maxwelton Watershed Bacteria Source Identification.

Follow up: Okay with Board to move forward with agreement.

**Department of Natural Resources
Summary Minutes**

Work Session was held between the County Commissioners and the Department of Natural Resources on Wednesday, December 7, 2011, at 1:40 p.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: **Angie Homola, Chair** **Staff: Pam Dill**
 Helen Price Johnson, Member
 Kelly Emerson, Member (teleconference from Camano)

Staff Present: **Keith Higman, Director, Kerry Graves**

Others Present: **Elaine Marlow, Budget Director**

Record Part 2@34:00

Subject/Description: **Puget Sound Partnership/Island County LIO Grant; Contract #2012-31**

Attachment: yes

Action Requested: Approval of contract with Puget Sound Partnership for coordination of Island County Local Implementation Organization (LIO); Contract Period: Upon signature – 6/30/12; Contract Amount: \$40,070.00. *(The Island County LIO will work with the Partnership and EPA to extend the grant until 12/31/12 to expend the full \$75,000.00 allocated amount.)*

Follow up: Okay with Board to move forward with contract.

**Chairman's Agenda
Summary Minutes**

The County Commissioners met during Chairman's portion of Work Session on Wednesday, December 7, 2011, at 2:18 p.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA.

Present were:

County Commissioners: **Angie Homola, Chair** **Staff: Pam Dill**
 Helen Price Johnson, Member
 Kelly Emerson, Member (excused)

Staff Present: **Elaine Marlow, Budget Director, Dan Sherk**

Others Present: **Cathy d'Almeida, John Hastings**

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 221
DECEMBER 7, 2011 – WORK SESSIONS**

Record Part 3@00:30

Subject: Island County Greenhouse Gas Emissions Inventory and Resource Conservation Plan

Attachments: yes

Discussion:

- Decision on 1% reduction target
- Create a Green Team while working to find partners and funding for the Resource Conservation Manager position.
- Bring community together with the intention of getting their input and buy-in into a GHG emission reduction target.
- Extend timeline on Cathy d'Almeida's, Energy Solutions, L.L.C., contract.

**Budget Director
Summary Minutes**

Work Session was held between the County Commissioners and the Budget Director on Wednesday, December 7, 2011, at 3:10 p.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Angie Homola, Chair **Staff:** Pam Dill
 Helen Price Johnson, Member
 Kelly Emerson, Member (excused)

Staff Present: Elaine Marlow, Budget Director

Record Part 3@56:15

Subject/Description: Resolution amending the 2011 Island County Budget

Attachments: Yes

Action Requested: Approval to schedule public hearing on resolution amending the 2011 Island County Budget.

Follow-up: Okay with a majority of the Board to schedule public hearing on Monday, December 12, 2011. (*Hearing scheduled for 12/19/11@ 10:15 a.m.*)

Subject/Description: Consider applicant for Marine Resource Committee

Attachments: Yes

Action Requested: Consider applicant for Marine Resource Committee.

Follow-up: Move recommendation forward to Monday's meeting.

Subject/Description: Consider applicants for Historic Preservation Committee

Attachments: Yes

Action Requested: Postponed to December 14, 2011 work session.

Subject/Description: Committee assignments

Attachments:

Action Requested: Postponed to December 14, 2011 work session.

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 222
DECEMBER 7, 2011 – WORK SESSIONS**

BOARD OF COUNTY COMMISSIONERS
ISLAND COUNTY, WASHINGTON

Helen Price Johnson, Chair

Kelly Emerson, Member

Angie Homola, Member

ATTEST:

Elaine Marlow, Clerk of the Board